

Location Name			SWIMS Station ID		County	Collector(s)			Date	Start Time		End Time
Protocol					AIS Sign Present			Start Time	End Time	Profess. Hours (Hrs x PPL)		Vol. Hours (Hrs x PPL)
Wetland	Lakes	Stream	Roadside	OIT	Yes	No	N/A					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					

AQUATIC PLANTS/ALGAE	European frogbit*	Starry stonewort*	RIPARIAN PLANTS	Hairy willow herb*	Manchu tuber†	Invertebrates	Rusty crayfish
Brazilian waterweed*	Fanwort*	Water chestnut*	Cattail – hyb/narrow	Japanese hops*	Phragmites*	Asian clam*	Red Swamp crayfish*
Curly leaf pondweed	Hydrilla*	Water hyacinth*	Cattail-graceful/south	Knotweed-Boh*/giant*	Purple loosestrife	Chinese/banded mystery snail	Spiny*/fishhook waterflea*
Didymo*	Java water dropwort*	Water lettuce*	Flowering rush	Knotweed-Japanese	Reed mana grass	Faucet snail*	Zebra/quagga mussels*
Eurasian water milfoil	Parrot feather*	Yellow floating heart*	Giant hogweed*	Lesser celandine	Yellow iris	New Zealand mudsnail*	Other: _____

STEP 2: Record locations of sites in decimal degrees (xx.xxx, -xx.xxx). If diverting from the protocol (i.e. not snorkeling), indicated how and why in comments. List AIS found, gross area, cover, infested area and whether specimens live/dead. Indicated whether specimens/photos were collected. Include internal and external labels with species name, SWIMS Station ID, Station name, county, sample date, and collector(s). Legibility is important. If needed, preserve with alcohol (5:1). If possible, submit maps.

[illegible]

Site ¹	Latitude	Longitude	Species, gross a. ² , cover (1-6) ³ , infested a. (sq. m.) ⁴ , and live/dead (L/D) ⁵			Specimen (Y/N)	Photo (Y/N)	No AIS (Y/N)	Comments (include habitat description or protocol changes)
			Species 1	Species 2	Species 3				

1 Boat landing (BL), access (A), targeted search site (TS), meander/incidental site (MS)

2 Gross Area: estimate square meter area of survey site. We generally survey 15m x 15m or 225m² (~50ft x 50ft or 2,500ft²) at each site.

3 Cover (Daubenmire): **1:** 0 - 5% (2.5%), **2:** 5 - 25% (15%), **3:** 25 - 50% (37.5%), **4:** 50-75% (62.5%), **5:** 75-95% (85.0%), **6:** 95-100% (97.5%). Median % cover is the value in parentheses.

4 Infested area: gross area x median % cover. For median % cover see value in parenthesis in cover above.

5 Live (L) animals will contain flesh and respond; live plants will have reproductive fragments. Dead (D) animals will not contain flesh or respond and dead plants sterile fragments.

Comments:

STEP 3: Submit specimens/photographs and a map to Regional DNR AIS coordinator for verifier examination (**required for all new records**). Name photos with the SPSCODE_COUNTY_YYYYMMDD_WATERBODY NAME_(WBIC or STATIONID or LAT-LONG)_ COLLECTOR-NAME as detailed in the Photo Guidance. Regional DNR AIS coordinator will ensure ROI creation/editing.

Species	Specimen (Y/N)	Photo Name	Date sent	Comments	This section is completed by the verifier(s)					
					Verifier #1	Date	ID	Verifier #2	Date	ID

STEP 4: Data was entered into SWIMS on _____ by _____

Once data is entered, send scans of data sheets to Regional DNR AIS Coordinator or attach them to the SWIMS project.

STEP 5: Data was proofed on _____ by _____